



County of Los Angeles CHIEF EXECUTIVE OFFICE

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WILLIAM T FUJIOKA
Chief Executive Officer

May 13, 2008

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS: AUTHORIZATION TO APPLY FOR
AND ACCEPT A FEDERAL AVIATION ADMINISTRATION
AIRPORT IMPROVEMENT PROGRAM GRANT AND A CALIFORNIA DEPARTMENT
OF TRANSPORTATION CALIFORNIA AID TO AIRPORTS PROGRAM MATCHING
FUNDS GRANT, AUTHORIZATION TO AWARD AND EXECUTE A
CONSULTANT SERVICES AGREEMENT FOR AN AIRPORT MASTER PLAN
UPDATE FOR WHITEMAN AIRPORT, PACOIMA AREA, CITY OF LOS ANGELES
(THIRD DISTRICT) (3 VOTES)**

SUBJECT

To guide the strategic development of Whiteman Airport in the Pacoima Area, City of Los Angeles, the Board-approved Master Plan for the airport requires updates to accommodate current and anticipated growth in aircraft traffic, business and increased demand for aircraft facilities.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve the Phase II Update to the Whiteman Airport Master Plan.
2. Authorize the Acting Director of Public Works or his designee to apply for a Federal Aviation Administration Airport Improvement Program Grant for \$55,100, which will provide 95 percent of the funding for the second phase of the Airport Master Plan Update for Whiteman Airport, in the Pacoima area, City of Los Angeles.

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3. Authorize the Acting Director of Public Works or his designee to apply for a California Department of Transportation California Aid to Airports Program Matching Funds Grant, which will reimburse up to 2.5 percent of the Federal grant amount.
4. Approve an exception to the County's Grant Policy by authorizing the Acting Director of Public Works or his designee to accept the Federal Aviation Administration Airport Improvement Program Grant for this project.
5. Authorize the Acting Director of Public Works or his designee to conduct business with the Federal Aviation Administration on any and all matters related to the grant funds for this project, including executing the grant agreement and signing requests for reimbursement.
6. Authorize the Acting Director of Public Works or his designee to award and execute an as-needed Consultant Services Agreement for \$183,000 with DMJM Aviation Incorporated, for a 90-day term to update the Whiteman Airport Master Plan.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will allow the Department of Public Works (Public Works) to complete Phase I and II updates to the Whiteman Airport Master Plan (WAMP) to guide the strategic development of the airport to accommodate the growth in aircraft traffic, business and increased demand for aircraft facilities.

Background

The WAMP was completed in 1990 to address current activities and development at the airport. Whiteman Airport is currently operating at 100 percent capacity, with regard to occupied aircraft hangars and tie-down spaces. Since the 1990 Master Plan Study, there has been a substantial change in the mix of aircraft traffic within the airport, which includes a significant increase in helicopter operations. This change has created unique challenges.

To guide the strategic development of the airport, assess current airport land use, highlight industry trends, and forecast demand, an update to the WAMP is necessary. An updated Airport Layout Plan, included in the Master Plan studies, will serve to graphically highlight proposed changes in the airport development.

On September 12, 2006, your Board adopted the first phase of the WAMP update project at an estimated cost of \$125,000 for an as-needed consultant services agreement, and authorized the Director of Public Works to apply for a Federal Aviation Administration (FAA) Aid to Airports (AIP) grant for \$118,750 and a California Department of Transportation (Caltrans) California Aid to Airports Program (CAAP) grant for \$2,968. The FAA AIP grant will reimburse Public Works for 95 percent of the agreement costs, and the Caltrans CAAP grant will reimburse Public Works for 2.5 percent of the FAA grant amount.

The proposed Phase II updates to the WAMP are necessary to accommodate recent and future growth in aircraft traffic, business, and increasing demands for aircraft facilities, and will be completed through an as-needed consultant services agreement for \$58,000. The FAA supports the recommended Phase II updates, and it has allocated additional grant funds to finance the Phase II revisions.

The actions recommended herein will allow the Acting Director of Public Works or his designee to apply for, and accept, a FAA AIP grant for \$55,100 and a Caltrans CAAP matching funds grant for \$1,378. The FAA AIP grant will reimburse Public Works for 95 percent of the cost of the Phase II updates, and the Caltrans CAAP Grant will reimburse Public Works for up to 2.5 percent of the Phase II Federal Grant amount.

Following the FAA AIP grant offer, the Department has two weeks to prepare and execute the grant agreement. To ensure that the short timeframe of the FAA AIP grant acceptance deadline is met, we are asking that your Board approve an exception to the County's Grant Policy, which requires that all grants are to be accepted by your Board. Upon completion of the project, we will return to your Board to accept the Caltrans CAAP Matching Funds Grant.

Implementation of Strategic Plan Goals

The Countywide Strategic Plan directs that we provide Service Excellence (Goal 1) and Fiscal Responsibility (Goal 4). This action will provide an improved and more accommodating facility for airport customers and will support the strategy of actively seeking grant funds from outside sources to increase the County's funding sources.

FISCAL IMPACT/FINANCING

The total project cost estimate for Phase I and II updates to the WAMP is \$185,000, which includes \$183,000 for the as-needed consultant services agreement and \$2,000 for County project management services. The recommended actions will have no impact to the County General Fund.

Your Board previously authorized the Director of Public Works to apply for and accept an FAA AIP grant for \$118,750 and a Caltrans CAAP for \$2,968, which will reimburse Public Works for a total of \$121,718 or 97.34 percent of the as-needed consultant services agreement for Phase I updates to the WAMP. The remaining \$3,282 of Phase I update costs will be provided by the County Aviation Capital Project Fund (ACPF).

The estimated as-needed consultant services contract for Phase II updates is \$58,000, for which the FAA has allocated an additional \$55,100 in AIP grant funding to reimburse Public Works for 95 percent of the Phase II updates. The Phase II Caltrans CAAP Matching Funds Grant will reimburse 2.5 percent, or \$1,378 of the FAA AIP grant amount. The remaining \$1,523 of the cost for the Phase II as-needed consultant services agreement will be provided by the County ACPF.

The total of the Phases I and II FAA AIP and Caltrans CAAP grants will reimburse Public Works for a total of \$178,196, or 96.32 percent of total project cost of \$185,000. The remaining \$6,804 will be provided by the County ACPF.

The Fiscal Year 2007-08 ACPF includes sufficient appropriation to complete Phase I and II of the WAMP.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Pursuant to the Public Utilities Code Sections 21681-21684 and Section 4064 of the CAAP Regulations, local government approval authorizing the submittal of applications for grant funding is required.

The project will only be initiated upon award of the FAA grant funding. An estimated project schedule is included as Attachment A. Upon completion of this project, we will return to your Board for adoption of the updated Master Plan for Whiteman Airport.

The FAA AIP Grant Agreement will be reviewed and approved as to form by County Counsel prior to execution by the Acting Director of Public Works or his designee.

The Honorable Board of Supervisors
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ENVIRONMENTAL DOCUMENTATION

The authorization to apply for and accept grant funds does not constitute a project and, therefore, does not require an environmental finding under the California Environmental Quality Act. The proposed Whiteman Airport Master Plan Update will undergo an environmental review and an environmental finding for the updated Master Plan.


IMPACT ON CURRENT SERVICES (OR PROJECTS)

All users of the airport will benefit from the completion of this project, which will result in a more efficient development plan for the airport.

CONCLUSION

Please return one adopted, stamped copy of this letter to my office, two adopted copies and attachments to the Department of Public Works, Aviation Division, and one adopted copy to the Auditor-Controller, General Claims Division.

Respectfully submitted,


for WILLIAM T FUJIOKA
Chief Executive Officer

WTF:DDE:DL
JSE:DJT:RB:zu

Attachment

c: County Counsel
Department of Public Works

May 13, 2008

ATTACHMENT A
WHITEMAN AIRPORT
MASTER PLAN UPDATE PLAN PROJECT
PROJECT ACTIVITY SUMMARY

PROJECT SCHEDULE

Project Activity	Proposed Completion Date
Submit Application to FAA and Caltrans	May 2008
Award Consultant Services Contract	June 2008
Receive FAA Grant Award	June 2008
Project Start	July 2008
Review Draft Master Plan Update	July 2009
Final Completion	September 2009

II. PROJECT BUDGET SUMMARY

Budget Category	Proposed Project Budget
Consultant Services Contract Phase I	\$125,000
Consultant Services Contract Phase II	\$58,000
County Administrative Services	\$2,000
TOTAL	\$185,000